



**TOWN OF WILTON
PLANNING BOARD MEETING
DRAFT MINUTES**

DATE: November 16, 2016
TIME: 7:30 PM
PLACE: Wilton Town Hall Courtroom

PRESENT: Wilton Planning Board Members: Chairperson Jeff Kandt, Vice-Chairperson Sara Spittel, Alec MacMartin, Neil Faiman, Tracey Ewing, Selectman Kermit Williams, NRPC Representative Stephen Meno, Clerk Elizabeth Morison, Clerk Susan Pliner

Present from Community: Carol R. Roberts, Reverend Robin Lunn, Lorrie and Art Tuthill, Monadnock Ledger-Transcript Reporter, Brandon Latham.

Chairperson Jeff Kandt called the meeting to order at 7:35 PM.

Continued Case: PB SP02 0816 Benoit Mr. Benoit of Wilton Attic Finds (J-58) would like to expand into the lower level of the current business facility.

A MOTION to Continue until 12/21/2016 was made by Mr. Williams and SECONDED by Ms. Ewing.

Continued Case: PB-SD05-0816 Haithcock application. An application by John Haithcock to subdivide the H-94 into two residential lots on Mason Road. The zoning of the lot is Residential and Agricultural and the lot is outside the Wellhead Protection Area. The current lot is 4.778 acres and the proposed lots would be H-94-1 = 2.573 acres and H-94-2 = 2.204 acres. A MOTION to Continue to 12/21/2016 was made by Mr. Williams and SECONDED by Mr. Faiman.

Continued Case: PB-SP03-0916 – Lunn Rev. Robin R. Lunn (applicant) and the Dioceses of Manchester (owner) has submitted a Site Plan Review application to enable a proposed redevelopment of the historic church and rectory on Lot K-72, 47 Maple Street. Specifically proposed is a change of use from a church to a mix of uses (duplex residence, café, food pantry, co-working space, and event space) in the Residential District. The proposal includes off street parking, public water and sewer and an expansion of the existing building adding a new accessible entry way and vestibule. Reverend Lunn was present and stated that she was WITHDRAWING her application. The Board asked that the minutes to suffice to document her withdrawal.

44 *Raney Impact Fee: Mr. Bill and Mrs. Katie Raney request a waiver of their impact fee*
45 *on their newly constructed house at 32 Coburn Rd. Mr. Meno said he received an email*
46 *in response to his question as to why the impact fee should be waived. They could appeal*
47 *the building inspector's assessment in which case it would go to the Zoning Board of*
48 *Appeals. Mr. Rainey clarified that he is not asking for a waiver, but rather that they want*
49 *to appeal the assessment.*

50
51 **Review of the Minutes from 11/02/2016**

- 52 • Mr. Kandt noted that on the second page (no lines available on minutes) under
53 Public Hearing Heading, the text in italics about the proposed update of Wilton
54 Land Use Laws etc. should appear above the statement of when Mr. Kandt
55 opened the meeting.
- 56 • As to the discussion of voting noted in the 10/19/16 minutes, Mr. Kandt said that
57 the third sentence should read "Mr. Kandt usually doesn't vote." Mr. Faiman
58 noted that the Chair could vote to force a tie. Rules for voting procedures to be
59 discussed at an upcoming meeting.

60 •
61 *Ms. Spittel MOVED to accept the minutes as amended, Ms. Ewing SECONDED. Mr.*
62 *Faiman and Mr. MacMartin abstained as they were absent from the meeting in question.*

63 *Voting: 4 Ayes*

64 *2 Abstentions*

65
66 **Other Business**

67
68 Ms. Spittel had posted a notice on the town's Facebook page asking for volunteer
69 alternates for meetings. Bobby Silva responded. Ms. Spittel and Mr. Kandt will meet
70 with Mr. Silva on 11/30/2016.

71
72 Mr. Meno distributed the updated **Building Permit Fees. Appendix VII**, which were
73 amended November 2016.

74
75 Mr. Kandt said that this would be the last meeting before he prepared the budget and
76 noted the fact that the Circuit Rider's hours have increased by 10 hours, to 31 hours per
77 month. Mr. Kandt noted that the Board had been under budget for administrative costs
78 for several years. Should the pay increase go before the Selectmen? Mr. Kandt stated
79 that the NRPC contract should be managed by the Planning Board.

80
81 *Mr. Meno discussed the topic of Change of Use.*

82
83 Ms. Spittel asked for better communication between town administration and the town
84 clerks regarding information on new hires, and office hours.

85
86 Mr. Kandt on the subject of laptops for town employees, said computers should be
87 Windows not Mac and he had looked into possible costs for persistent Microsoft Office
88 licenses.

90 *Mr. Meno handed out **The New Law on Accessory Dwelling Units, RSA 674:71 to :73***
91 *which has been signed into law by Governor Hassan. The law delineates Accessory*
92 *Dwelling Units (ADU's). The Board read through the new law comparing **SB 146** laws*
93 *with town of Wilton rules in regard to off street parking. Mr. Williams noted that the law*
94 *doesn't take effect until June 2017. Ms. Roberts brought up paper mailing addresses. Ms.*
95 *Spittel asked if the town was in compliance with current zoning laws. Mr. Meno said the*
96 *town is not in compliance.*

97
98 Ms. Spittel asked if the Town should improve the zoning ordinance to incorporate the
99 language in ADU Law, in order to be in compliance. Mr. Meno stated that it would
100 require two separate hearings to be approved. Ms. Ewing pointed out some discrepancies
101 and flaws in the ordinance. Mr. Williams asked Mr. Meno to put together some model
102 ordinances. According to Wilton Zoning law a building without a kitchen is not
103 considered a dwelling unit. Ms. Roberts asked what constitutes a kitchen? The Board
104 discussed parking and setbacks and voted on whether to adopt a proposal or ordinance.
105 Ms. Ewing called for a consensus on parking ordinance possibilities. The Board did not
106 reach consensus as to whether they should require additional parking for ADU's.

107
108 Mr. MacMartin left the meeting at 9:09 PM.

109
110 The Board agreed that ADU's should be By Right. They should still meet setback
111 requirements. Mr. Kandt requires no maximum square footage, Mr. Williams disagrees.
112 Setbacks should be no more than 40% or 750 square feet, whichever is greater and they
113 will serve as a guideline for Mr. Meno to use for drafting an ordinance.

114
115 *Mr. Kandt asked Mr. Meno to bring in some proposed parking ordinances that have been*
116 *vetted.*
117 *The Board agreed that ADU's should be BY RIGHT and should still meet setback*
118 *requirements.*

119
120 Mr. Kandt adjourned the meeting at 9:20

121
122 The next scheduled bi-monthly meeting will be held on the first Wednesday of the next
123 month, December 7th, 2016 at 7:30 P.M.

124
125
126
127 Respectfully Submitted
128 Susan Pliner
129 Secretary